

BORDEN PARISH COUNCIL
MINUTES OF MEETING
Held on Thursday 17th March 2022 at 19:00pm

Present: Cllr Bolas; Cllr Butlin; Cllr Broughton; Cllr Cole; Cllr Downes; Cllr Fassenfelt; Cllr Evans; Cllr Emery; Cllr Sims; Cllr Harrison; Cllr Hepburn; Cllr Baldock

Apologies: Cllr Hepburn

Also in attendance: J Miller outgoing Clerk; T Millum incoming Clerk.

116. APOLOGIES FOR ABSENCE

It was **RESOLVED** to approve apologies for absence with reasons from Cllr Hepburn. Borough Councillor Hampshire also gave apologies.

117. DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTERESTS

Cllr Bolas and Cllr Downes declared an interest in the parish hall.
Cllr Baldock declared an interest in the planning item.

118. MINUTES

It was **RESOLVED** to approve the minutes of the meetings of 17th and 24th February 2022

119. PUBLIC PARTICIPATION SESSION

a. Police/PCSO – there were none.

It was **RESOLVED** to remind the PCSO to submit report to the meeting.

b. Parishioners – there were none.

c. County/Borough Councillors

Cllr Baldock gave a report on county and borough matters.

It was noted that the next Swale West Parish group is taking place on 22nd March at Hartlip Parish Hall. Cllr Butlin agreed to attend. Cllr Butlin will also report back on the value of attending the group.

120. FINANCE

a. To approve accounting statements February 2022

It was **RESOLVED** to sign and approve the bank reconciliation. Chair and RFO duly signed the bank reconciliation and bank statement balances

b. To approve the BACS list of accounts for payment

It was **RESOLVED** to approve the following payments, two signatories duly signed the BACs payment list

Payee	Inv Date	Inv No	Description	Gross	VAT	Net
Various			Staff Costs	£1475.24		£1472.24
Fryer Cleaning & Maintenance	28/02/2022	12479	Maintenance of Memorial & Centenary Gardens	£405.60	£67.60	£338.00
John England			Playstool Inspections	£30.00		£30.00
Kejan Precision engineering	28/02/2022	33856	beacon	£1,800.00	300	£1,500.00
The Forge	28/02/2022	50	09/03 and 15/03 hire	£75.00		£75.00
Tree cycle	01/03/2022		Horse chestnut removal	£912.00	152	£760.00

c. To approve March 2022 Direct Debit payments

Waveney IT	01/03/2022	1522	Mailbox monthly charge	£5.99	£1.00	£4.99
Euroloo	01/02/2022	225665	Feb toilet service	£144.00	£24.00	£120.00

Lloyds Bank	02/02/2022	Feb toilets 144; 3.00 fee	£147.00	£147.00
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d. To consider grant application from Borden Fete Committee

It was **RESOLVED** to approve the grant of £300 to the Borden Fete Committee

e. To note grant approvals of £150 for jubilee and £9546.72 for fencing – noted.

f. Request from Cllr Jemmett to set up a petty cash float to pay for services at the Jubilee event.

It was **RESOLVED** to suspend the financial regulations to allow cash payments to the jubilee performers and the clerk will produce a document to be signed by each performer. A petty cash float of £600 will be set up to make the payments.

121. HR RECRUITMENT COMMITTEE

To receive update on recruitment of clerk

Mrs Teresa Millum was congratulated on her appointment as clerk.

122. GOVERNANCE AND ADMINISTRATION

a. To receive update on byelaws – Cllr Sims

It was noted that Cllr Sims is following up the matter of byelaws on the Nature Reserve with Kent County Council.

123. COMMITTEE AND WORKING GROUP UPDATES

a. To receive report and update from Wises Lane Monitoring Group.

An update was circulated prior to the meeting,

It was **RESOLVED** that the monitoring group discuss the possibility of the parish council taking ownership of the play area, recreation ground, landscape area and allotments with Swale Borough Council and Barratt David Wilson Homes and report back to Full Council. It was **RESOLVED** to write to Borough Councillor Baldock requesting he raise the matter of the parish council taking ownership of land within the Wises Lane development with the borough council.

The subject of S106 funding will be added to the next agenda for discussion.

b. To receive report and update from Jubilee Working Group.

An update was noted. It was **RESOLVED** to investigate a plaque for the beacon to commemorate the jubilee.

The clerk will check the bank account for any donations.

It was **RESOLVED** to investigate a formal way to thank the engineering contractor Andel for installing the beacon free of charge.

c. To receive report and update from the Playstool Working Group.

It was **RESOLVED** to terminate the Playstool Working Group and review potential improvements when the s106 funds are discussed in the future.

It was noted that the termination of the working group was due to lack of support from the public. An amenities committee shall be investigated in six months' time.

The possible clearance of the vegetation/trees in the area near the youth shelter will be added to the next agenda.

d. To receive report and update from Nature Reserve Working Group.

An update was circulated prior to the meeting. Cllr Bolas will investigate if there are photos of the previous boundary fencing surrounding the Nature Reserve in the filing cabinets in the parish hall. The fencing required will continue to be investigated. The draft management plan will be shared with Kent County Council.

It was **RESOLVED** to send a letter of thanks to the individuals involved in the ecological work at the Nature Reserve.

124. NEIGHBOURHOOD PLAN

a. To receive update from Steering Group.

An update was circulated prior to the meeting.

125. OPEN SPACES

a. To note search continues for plumber to address flush issues with WC.- noted.

- b. To note business case being prepared for Barrow Trust for new WC and pre-planning application advice due to be made to SBC.
It was noted that this had now been submitted.
- c. To note LV car insurance being pursued for noticeboard replacement on Wrens Road – noted.
- d. To approve specification for oak tree guard, to agree budget to be taken from and to obtain three quotes.
It was **RESOLVED** to allocate £400 towards an oak tree guard and for three quotes to be obtained.

126. HIGHWAYS

- a. To receive update on Highways matters from Cllr Fassenfelt
An update was circulated prior to the meeting.
- b. To receive update on the use of Maidstone Road as a diversion for the A249.
It was noted that Kent County Council has reported that officers do not have the capacity to meet councillors on site.

127. CONSULTATIONS FOR COMMENTS

- a. KCC Bus funding reduction consultation
It was **RESOLVED** that the parish council objects in the strongest possible terms to the swingeing removal of bus services number 8,9,343,344,345 to and from the village of Borden and its surrounding areas because: -

- 1.The population of the parish and in particular the elderly and vulnerable residents would not have access to shops medical appointments and other services bearing in mind that there are no such amenities in the parish
2. it would encourage the greater use of cars especially in forthcoming developments
- 3.This Survey has not been designed for noncomputer users.

The survey link will be sent to councillors and this will be added to the website.

128. EXTERNAL MEETINGS

- a. To note any external meetings attended by councillors.
01/03/2022 Western Area Committee – Cllr Butlin
- b. To note any future meetings
22/03/2022 Swale West Parish Group

129. CORRESPONDENCE

- a. 03/03 Email regarding School Lane parking restrictions
It was **RESOLVED** to write to Mike Knowles to request this is added to the Joint Transportation Board, for the PCSO to be contacted to patrol the area and for Cllr Fassenfelt to investigate options to be added to the Highways Improvement Plan.
- b. 27/02 Email regarding speed restrictions on Vigo Lane
It was **RESOLVED** for Cllr Fassenfelt to draft a response for the clerk to send to the member of the public.

Cllr Baldock left the meeting at 21:20pm
Cllr Harrison left the meeting at 21:20pm
Cllr Bolas left the meeting at 21:20pm

Cllr Sims took over the position of chairman

Cllr Harrison re-entered the meeting at 21:22pm
Cllr Bolas re-entered the meeting at 21:22pm

130. PLANNING APPLICATIONS – view on <http://pa.midkent.gov.uk/online-applications/>

- a. Planning Applications to consider for comments
- i. Application: 22/500639/SUB Address: Land At Wisers Lane Borden Kent ME10 1GD

Proposal: Submission of details pursuant to condition 61 (Construction Ecological Management Plan) of Planning Application 17/505711/HYBRID Appeal reference (APP/V2255/W/19/3233606).

It was **RESOLVED** to comment that there is a need for an Ecological Officer to be always on site. The timing of the landscaping is not given and should be provided before hedgerows are removed thus providing alternative habitats. Developers must keep within the legislation, Licence and good practice requirements for protected species, in particular badgers, dormice, and skylarks.

- ii. Application: 22/500640/SUB Address: Land At Wises Lane Borden Kent ME10 1GD
Proposal: Submission of details pursuant to condition 2 (a phasing plan for delivery of the development) in relation to planning permission 17/505711/HYBRID (allowed at appeal under reference APP/V2255/W/19/3233606) in relation to the whole site.
It was **RESOLVED** to comment that the programme of dates needed for Phases 3,4,5
- iii. Application: 22/500723/FULL PROPOSAL: Section 73 – Application for removal of condition 5 (50% reduction in Dwelling Emission Rate) pursuant to 21/501143/FULL for – Section 73 – Application for Minor Material Amendment to approved plans condition 2 (addition of dormer windows to units 2 and 3) pursuant to 20/500367/FULL for – Demolition of existing storage buildings and erection of 1 no. two bed and 3 no. one bed dwelling units with associated parking turning and amenity space as amended by drawings BA-2008-P-20 Revision A and BA-2008-P-40 Revision A. ADDRESS: 34 Key Street Sittingbourne Kent ME10 1YS
It was **RESOLVED** to object on grounds that it is responsibility of the developer to meet the required reduction of the emission rates.
- iv. Application: 22/500468/FULL PROPOSAL: Insertion of replacement UPVC wood flush effect windows and composite black wood effect front door. ADDRESS: St Martins Cottage The Street Borden Kent ME9 8JN
It was **RESOLVED** to object on the grounds that the property is in the conservation area and has a high visual impact on the street scene in Borden Village. The parish council would like to see that the replacements are of traditional materials and like for like design.
- v. Application No: 21/506308/ADV Location: Land At Wises Lane Borden Kent ME10 1GD
Proposal: Advert Application for installation of two (x2) freestanding non-illuminated aluminium signage boards and two (x2) freestanding non-illuminated flagpole-bound signage flags as amended by drawing No's. DWH SK100SIGN Rev A and DWH SK101SIGN Rev A.
It was **RESOLVED** to comment that the parish council proposes that name should not be Applegate Park as it conflicts with a local farm but instead should be Cherry Orchard.
- vi. Application: 22/500782/SUB Address: Land At Wises Lane Borden Kent ME10 1GD
Proposal: Submission of Details to Discharge Condition 25 - Full details of the design of the roundabout and associated screening landscaping subject to 17/505711/HYBRID (V2255/W/19/3233606).
It was **RESOLVED** to comment that there should be a 20mph limit along the whole length of Chestnut Street and the new Spine Road as adopted by the Parish. Pedestrian safety needs further consideration as existing footpath is along eastern edge of Chestnut Street and proposals force pedestrians to cross three highways around the roundabout instead of just one. There should be provision of a new pavement on the west side of Chestnut Street from the new roundabout to the Key Street Roundabout. Electrical substation access is too near the roundabout, the access needs to be moved further along Chestnut Street. Direction signs are wrong and should include Danaway, Wormdale, Hartlip and Oad Street. Width restriction order in Chestnut Street will need amending. An independent safety audit needs taking place on the slip road onto the A249 as the existing audit does not include this arm of the roundabout. There needs to be a provision for a bus stop on the western side of Chestnut Street opposite the Tudor Rose. There needs to be a provision of adequate facilities for cyclists at the roundabout and its serving roads.
- vii. Application: 22/500783/SUB Address: Land At Wises Lane Borden Kent ME10 1GD

Proposal: Submission of Details to Discharge Condition 28 - Scheme to demonstrate the retention and phasing of road connections subject to 17/505711/HYBRID (V2255/W/19/3233606).

It was **RESOLVED** to comment that the new Wises Lane diverting at point A, should be given a name without the word Wises. The Spine Road, Phase 2D, through to Borden Lane, should form part of this application. The Spine Road, Phase 2B, through to Chestnut Street, should form part of this application. Cryalls Lane and the new truncated Spine Road should form a new junction with both parts of the severed Cryalls Lane giving access to the Spine Road. Access to the Nature Reserve should be allowed from the Australian estate through Cryalls Lane. Access to the Rugby Club should be provided via the new Spine Road. The parish council wishes that the Spine Road be named Platinum Way, as previously suggested to Barratt David Wilson Homes.

- viii. Application: 22/500784/SUB Address: Land At Wises Lane Borden Kent ME10 1GD
Proposal: Submission of Details to Discharge Condition 20 - Construction Management Plan - Measures to manage HGV movements, Loose arriving/departing are sheeted, Temporary traffic management and signage, Parking and turning areas, Loading and unloading, storage of plants and materials, Security hoarding, wheel washing facilities, measures to control emission of dust and dirt and scheme for recycling/disposing of waste subject to 17/505711/HYBRID (V2255/W/19/3233606).
It was **RESOLVED** to comment that Borden Parish not included as external relevant party or external party with whom to communicate, see section 9.5. Details of Appendices 4 – 7 not included. The early part of construction involving clearance and earth moving should be limited to 8am-5pm. Any other operations involving heavy plant should also be limited to these hours. No work on site should continue after 19.00hrs. No floodlights should be positioned on the site. There should be no clearance operation of bird habitat during the nesting season.
- ix. Application: 22/500811/NMAMD Address: Oad Street Craft Centre Oad Street Borden Sittingbourne Kent Proposal: Non Material Amendment to change of door and window positions subject to 21/506597/FULL. Applicant: Oad Street Food And Crafts **For noting only.**

b. To discuss pending application for solar farm on land at Vigo Lane.

It was **RESOLVED** to suspend Standing Orders to allow the meeting to conclude.

The pending application for a solar farm was discussed.

Cllr Bolas resumed the position of chairman

Cllr Baldock re-entered the meeting at 22:06pm

131. REPORTS AND MINUTES FROM EXTERNAL REPRESENTATIVES

All reports were circulated prior to the meeting.

- a. Speedwatch – Cllr Downes –
- b. Kent Association of Local Councils – Cllr Sims
- c. Western Area Committee – Cllr Butlin
- d. Borden Sports Association – Cllr Sims

It was **RESOLVED** to spend up to £200 to install a PIR light in the pavilion car park.

- e. Heritage – Cllr Harrison
- f. Borden Parish Hall – Cllr Hepburn

132. ITEMS FOR INFORMATION ONLY

- a. Matter for information

15/02 Keep Britain Tidy virtual training sessions

15/02 KALC training

15/02 KALC wellbeing conference

15/02 NALC chief executive's bulletin
 15/02 NALC policing event
 15/02 Local government bulletin
 15/05 Local government bulletin
 15/02 March round of area committees
 15/02 Scam be aware
 19/02 M20 moveable barrier
 22/02 JTB agenda
 22/02 Celebrating the jubilee
 22/02 Western Area Committee agenda
 22/02 Oad Street closures
 22/02 NALC chief executive's bulletin
 25/02 KALC health and wellbeing conference
 28/02 Minutes and enforcement documents
 05/03 NALC newsletter
 05/03 NALC National Salary Award
 05/03 Community Voice
 05/03 NALC planning conference
 05/03 NALC chief executive's bulletin

b. To receive any reports from councillors

Cllr Bolas reported that the wildflower meadow will be worked on this weekend.

Cllr Harrison reported that the Wren's Road post box had been replaced

Cllr Jemmett reported that photos of the beacon will be sent to the clerk to add to the website.

Cllr Jemmett asked that councillors change the name of the reports that they send each month to avoid duplication.

Cllr Downes reported that there was an accident on The Street near the old post office.

Cllr Baldock reported that he would like to see a public meeting for the Solar Farm planning application and asked for his absence to be recorded for that discussion.

Cllr Baldock asked how the recipient of the KALC Community Award will be presented.

Cllr Baldock asked if a board for the Barrow Room for Community Champions to be discussed on the next agenda.

Cllr Baldock asked for archive minutes to be added to the next agenda.

Cllr Harrison reported that a large book of parish minutes had been circulated previously and asked if the heritage group could look after the book.

133. NEXT MEETING TO BE HELD 21 APRIL 2022

The meeting closed at 22:23pm.

Signed.....

Date.....